

Hours Not Worked Zoo

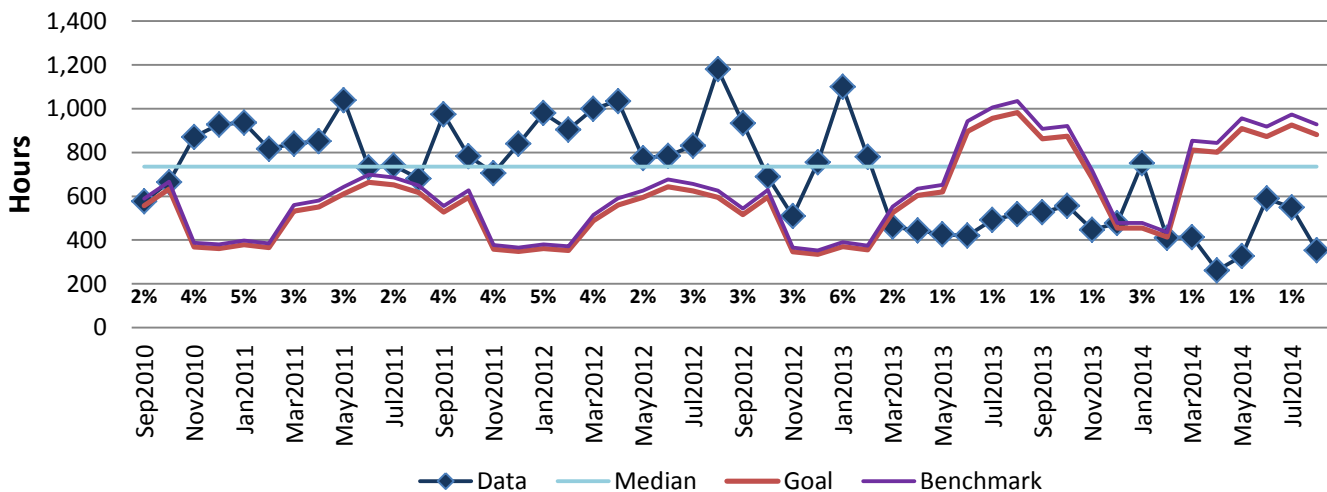
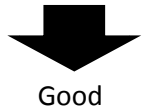


KPI Owner: Cathy Bowling

Process: Time & Attendance

Baseline, Goal, & Benchmark		Source Summary	Continuous Improvement Summary		
Baseline: CY 2013, 6,500 Hours Goal: Reduce Hours Not Worked to no more than 2% of total hours earned each month by end of FY 15. Benchmark: 2% Local Government		Data Source: Psoft Payable Time Goal Source: Dept Mgmt Team Benchmark Source: Bureau of Labor Stats	Plan-Do-Check-Act Step 1: Define the problem Measurement Method: Total # of hrs. per month employees were not at work performing normal job functions (excludes vacations & holidays) Why Measure: Better understand culture impact on employee attendance Next Improvement Step: Determine why performance did not meet the target in January 2013		
How Are We Doing?					
Sep2013-Aug2014 12 Month Goal	Sep2013-Aug2014 12 Month Actual		Aug2014 Goal	Aug2014 Actual	
8,943	5,662		882	354	
Hours	Hours		Hours	Hours	

Hours Not Worked



Sep2013-Aug2014 Pareto Analysis

